

Evergreen Fire District Board of Trustees Meeting

Meeting Minutes

Regular Board Meeting of September 9th, 2019 – 6:00 pm

CALL MEETING TO ORDER:

Vice Chairman DePaul calls meeting to order at 6 pm in Chairman Verworn's absence. Kyle Nace is also absent but a quorum is present.

TRUSTEES PRESENT:

Brockman
DePaul
Fallon

ABSENT:

Verworn
Nace

RECOGNIZE PUBLIC IN ATTENDANCE:

Fire Chief Williams	Jacob Pitcher
Fire Marshal Covington	Jared Pitcher
Kay Pitcher	James Boyce

PUBLIC COMMENT:

At this time, public may comment on any public matter that is not on the Agenda of the Meeting and that is within the jurisdiction of the District.

FINANCIALS:

Discuss and Approve July 2019 Financials

Motion; Brockman to approve the checks and accept the July financial statements as presented

Second; Fallon

Vote; motion carries unanimously

PAST ITEMS/UPDATES:

1. Discuss and Approve Meeting Minutes for Regular Board Meeting of August 5th, 2019

Motion; Fallon to approve the regular Board meeting minutes of August 5th, 2019

Second; Brockman

Vote; motion carries unanimously

2. Final Budget Approval (*spreadsheets have been provided in the packets*)

a) **7204** - 25.18 mills was submitted and received back from the County based on appraised valuations (preliminary budget) and 12.45 mills are going directly into 7250. Adjusted mill levy is 23.068 mills (\$434,000). Fallon states that the bond refinancing combined with the District taking only what was asked for during the levy will wind up saving the taxpayers approximately 6 mills which translates to about \$100,000.00. Fallon states total net revenue of \$746,148.00; other resources is cash that was in 7204 on June 30th plus checks that were written but had not cleared as of June 30th (\$30,792.00); total other available resources is \$156,000.00; total resources is \$902,878.00 is what needs to be approved with the 23.068 mill levy assessment. Expenditures totaled \$582,243.00 and what will be approved is \$607,043.00 with the reason that \$25,000.00 was added to 'repairs, building equipment, land, and technology' to maintain cash reserves at no more than one-third as well as an increase in maintenance issues including concrete repairs, garage door issues and corrosion repairs. (*James Boyce is acknowledged as joining the meeting*)

Motion; Fallon to adopt Resolution 2019-04 and approve the 2020 Fiscal Year Budget for 7204 as presented

Second; Brockman

Vote; motion carries unanimously

- b) **7207**-CIP transfer was changed from \$10,000.00 to \$12,000.00

Motion; Fallon to adopt Resolution 2019-07 and approve the 2020 Fiscal Year Budget for

7207(Hydrant Fund) as presented

Second; Brockman

Vote; motion carries unanimously

- c) **7250-(CIP)** The difference between what was submitted and what was returned is the \$12,000.00.

Motion; Fallon to adopt Resolution 2019-08 and approve the 2020 Fiscal Year Budget for 7250 (CIP) as presented

Second; Brockman

Vote; motion carries unanimously

- d) **7288-(Repayment Schedule)** Fallon states under the 'existing schedule' the District has paid \$67,000.00 in interest on January 1st and on July 1st the District paid the principal and interest of \$277,000.00. Under the 'new schedule' the total amount for first year is \$240,000.00 with subsequent years being from \$292,000 to \$297,000. Fallon states the mills will be at 14 instead of the 17.5 that would have been applied had the District not refunded. It translates into a savings of 3mills. Brockman asks if a press release should be written up. Fallon states that after discussion with Chief Williams it will be made public knowledge at the end of October / beginning of November when property tax notices are mailed out and all trustees are in agreement.

Motion; Fallon to adopt Resolution 2019-09 and approve the 2020 Fiscal Year Budget for 7288 (debt service fund to reflect the refinancing of bonds) as presented

Second; Brockman

Vote; motion carries unanimously

3. Consideration of Bond Resolutions 2019-12

Resolution Relating to General Obligation Refunding bonds, Series 2019; fixing the form and details; making covenants with respect thereto; authorizing the execution and delivery and levying taxes for the payment thereof. (For sake of continuity any 'empty' resolution numbers will be referred to as 'void'.) Fallon states this resolution will approve levying the taxes and the bond schedule that is attached and authorization of the payment of the bonds on the schedule and the taxes to collect the money.

Motion; Fallon to adopt Resolution 2019-12; Pertaining to the \$2,605,000.00 General Obligation Refunding Bonds, Series 2019; fixing the form and details; making covenants with respect thereto; authorizing the execution and delivery and levying taxes for the payment thereof.

Second; Brockman

Vote; motion carries unanimously

4. Tax Compliance Procedures Resolution

Motion; Fallon to adopt Resolution 2019-13; Resolution Approving Tax Compliance Procedures and Writing the Tax Exempt Bonds

Second; Brockman

Vote; motion carries unanimously

NEW ITEMS/UPDATES:

1 Discussion of Property Deductible

Fallon suggests increasing the Property deductible to \$5000. There has never been a claim against the District.

2 Discussion of Portable Equipment Deductible

Fallon suggests increasing the Portable Equipment deductible to \$1,000 thus saving \$860; enough to cover a year. Chief Williams states a claim has never been filed for Portable Equipment. Brockman asks when the policies were last evaluated. Fallon states around 5 years ago. Trustees present are in agreement that it is time for reevaluation and are in agreement with the increases. Chief Williams states he will follow up with Grachek insurance with the increases.

3 District Personnel Insurance Discussion

Chief Williams states that several personnel have attended a presentation given by Daren Engellant of Glacier Insurance. Other options are still being researched. Whether or not the District personnel can qualify as a group or continue with individual insurance. There are approximately 8 personnel who already have insurance but questioned whether they could still receive part or all of the \$500.00 allotted. Daren does not deal with HRA accounts which is one option those personnel would be limited to. He states that the Board will have to give thought to what will be done with any excess money; reinvest into the program;

reissue as a stipend to those who are enrolled (not pre-taxed). Fallon had suggested an HRA which could incur an administrative cost by Stahlberg. The main goal currently is to determine whether the department will qualify as a group. Chief Williams states there is no update on the Retirement aspect of benefits as there have been no contacts made yet. Fallon states he could quickly explain a Simple IRA for retirement. A generic account requires each participant to choose a financial institution and that institution will receive the checks or electronic transfer (3% withheld from employee plus 3% employer contribution) from the District. There are no employer administrative fees associated with this type of account. An employee can contribute more (up to \$13,500) but the employer's max is 3% match. Covington states along with Glacier Insurance, the District is also vetting other options such as Pacific Source and Star Mark. Fallon suggests they also contact PayneWest. Covington confirms they have been contacted.

4 Type I Engine Discussion

(Chief Williams asks that this discussion move up to first item in 'New Items' as James Boyce has researched this and has information to share.)

Chief Williams states that Boyce has researched a way of stream-lining the process for bids on a Type I Engine. County Attorney was consulted and this preferred process does satisfy all bid requirements. The District creates a spec and submits it. This process cuts out all of the time spent setting up and paying for demonstrations and taking sales calls. Boyce states it is GPO contract and has been used in the past to purchase wildland fire equipment and that Federal and State agencies are using this process. Chief Williams states that acquiring a top quality apparatus like Pierce has become a possibility.

CHIEF'S REPORT:

1. July 2019 Call Volume

A) Comparison Incident Count by Weekday/Hour (all zones) for July 2018 & 2019

Chief Williams states that Mondays and Wednesdays continue to be the busiest days of the week.

B) Comparison Incident Count per zone for July 2018 & 2019

C) Comparison Incident Statistics for July 2018 & 2019

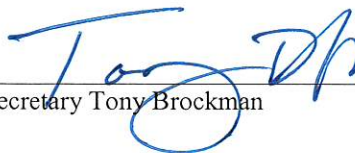
Chief Williams addresses a decline in call volume with 228 in 2019 for the month of July and 266 in 2018. He states there were 70 calls for service into the City of Kalispell in July, 2018 and 33 in July, 2019. He recognizes a slight decline in EMS calls for the District of Evergreen but an increase in inter-facility transports with 94 in July, 2019 and 88 in July, 2018. Chief Williams states the increase in inter-facility transports has been anticipated for awhile and there have been 15 new recruits brought on the department with half being interested in fire and the other half interested only in EMS. Brockman asks how many of the new recruits are expected to drop from the department and Chief Williams states that typically a quarter of new recruits decide to leave. He states that the EMS only recruits will be competing against each other for the transports and those that do not engage are those that leave. Fallon asks for a year-to-date of June 30th (2018, 2019) report and Chief Williams that he will run the report and email it to all trustees.

Adjourn at 7:57 pm.

The President of the Board of Trustees, as presiding officer of any meeting of the Board of Trustees, may close the meeting during the time the discussion relates to a matter of individual privacy; and, then, if, and only if, the presiding officer determines that the demands of individual privacy clearly exceed the merits of public disclosure. The right of individual privacy may be waived by the individual about whom the discussion pertains; and, in that event, the meeting must be open.



Chairman Brodie Verworn or Vice Chair Randy DePaul



Secretary Tony Brockman